

# USB STUDENT IDENTITY CARD

Dear student,

the University of South Bohemia in České Budějovice (USB) uses a student identity card for student identification and access to services (refectory, USB libraries, entrance to restricted areas, press, etc.). More detailed information can be found in the Rector's Ordinance on Implementation of a Single Identification and Access System at the USB (R340 of 1.12.2016).

The identity card is issued upon the submission of this application to the Study Department of the relevant Faculty / Institute, or to the Helpdesk Department. Identity cards are managed by the IPS CIT USB office. The application can also be submitted on enrolment to the first year of study at the USB, and in justified cases also during the academic year, directly to the IPS CIT USB office.

To ensure timely delivery of the card, **please pay the following fee to the USB account: 104725778/0300 at ČSOB, specific symbol: 110410 without delay.** Use your **full personal identification number excluding the slash sign** (i.e. all the number excluding the “/” sign) **as the variable symbol. If the specific or variable symbol are entered incorrectly, the identity card cannot be produced.** Payment can be made either by bank transfer or by direct payment at the counter of any ČSOB branch. **In Exceptional circumstances the payment can also be made in cash** at the IPS office

**Because of frequent errors, it is NOT possible to make the payment by postal order!!!**

You can choose from two types of the identity card:

1. **Student ISIC** – this is an international ISIC card licensed by the USB and GTS ALIVE Ltd. (for more information visit [www.isic.cz](http://www.isic.cz)). This card is available **ONLY for full-time students** and the ISIC license must be regularly renewed for a fee.
2. **Student** – an identity card enabling only the use of services within the University - for students of combined or full-time form of study.

**If a user already holds an intact card issued by the USB in 2007 or later, they do not need to request a new card but attend the IPS CIT JU office instead for reactivation and extension of the validity of the card.**

The card fee depends on the type of card requested:

- Student ISIC card: **250,- CZK** (180 CZK – ISIC licence, 70 CZK – part of the card production costs);
- Student – USB card: **80,- CZK** (80 CZK – part of the card production costs).

The identity card can be issued at the earliest, 4 days after receiving the payment and entering the user into the USB information system. The card becomes active within 24 hours after its issue.

Further information can be obtained at enrolment to study, on the USB website (<http://helpdesk.jcu.cz/sluzby/idkarta>) or in the office of IPS CIT USB, USB main building, Branišovská 31a, 37005 České Budějovice, tel: 38 903 2117, 38 903 2107, e-mail: [ips@jcu.cz](mailto:ips@jcu.cz).

RNDr. Josef Milota  
Director of CIT USB

## IDENTITY CARD USER APPLICATION

In accordance with Act No. 111/1998 Coll., on Higher Education Institutions, and the Rector's Ordinance on Implementation of a Single Identification and Access System at the USB, a non-contact chip identity card (hereinafter referred to as "identity card") printed with user's personal data and a photograph is issued for student identification. This identity card is the property of the user who financially contributes to its production.

**It is the duty of the user to secure possession of this card on the commencement of their study at the USB.**

The user is therefore required to legibly complete this application and attach a standard passport photo in the marked box. The application shall be submitted to the Study Department of the relevant Faculty / Institute. If the user is concurrently studying at more than one Faculty, **they shall submit the application only once, at the Faculty they consider major.** The production and issue of an identity card is subject to a fee paid in the amount and under the conditions indicated on the other side of this application. The issued identity card must be collected in person upon identification by a valid ID card/passport. In exceptional cases the identity card may be collected by another authorized person with a certified power of attorney. The identity card shall be collected at the Helpdesk Department, unless agreed otherwise.

**The user acknowledges all the information provided here and confirms that the provided data is correct. The user grants the USB and its partners within CESNET, an association of legal entities ([www.cesnet.cz](http://www.cesnet.cz)), consent to process their personal data (including their first name, surname, personal identification number, photograph, date of birth, permanent address, e-mail) for the purpose of providing the identity card. This data will be stated on the identity card and included in the electronic information systems. The USB and its partners within CESNET, an association of legal entities, undertake to process the user's personal data in accordance with all applicable legal standards governing the protection of personal data, whether at national or European level.**

**The user applying for the ISIC student identity card, hereby grants GTS ALIVE Ltd. (and its partners) consent to process their personal data (including their first name, surname, date of birth, permanent address, e-mail, validity and issue number of the Student ISIC identity card) in the information system for the purpose of recording data and providing information on the use of identity cards as well as for business and marketing purposes of GTS ALIVE Ltd. GTS ALIVE Ltd. and its contractual partners undertake to process the user's personal data in accordance with all applicable legal standards governing the protection of personal data, whether at national or European level.**

By signing this application, the user agrees to the processing of their personal data. The user has the right to revoke this consent at any time whilst acknowledging that such revocation would terminate their access to the services provided by the USB and its contractual partners, GTS ALIVE Ltd. and its contractual partners. The revocation can be done at the web address: [http://helpdesk.jcu.cz/odvolani\\_souhlasu](http://helpdesk.jcu.cz/odvolani_souhlasu)

**The User acknowledges their obligation to annually extend the identity card validity (ISIC for a license fee, student ID without a fee) by the end of November of each calendar year. In the event of card expiry, the identity card shall be blocked for use at the USB.**

\_\_\_\_\_  
surname

\_\_\_\_\_  
name

\_\_\_\_\_  
Personal Identification Number

Standartní  
průkazové foto  
45mm x 35mm

Student

Student ISIC

\_\_\_\_\_  
date

\_\_\_\_\_  
signature